

## **Design Build Materials Quality Assurance Team**

### **Policy**

The Design Builder and WSDOT will jointly form and participate in a Materials Quality Assurance Team. The Design Builder will be responsible for setting the meeting schedule, agenda, and documenting the meeting attendees and minutes. The meetings will be held as needed to address all quality issues on the project. It is suggested that meetings occur every few weeks or oftener if necessary.

The purpose of the meetings will be to discuss any issues of poor quality, processes that are unstable or out of good control, evaluation of disagreement between QA and QV test data, future quality concerns, and any issues that WSDOT or the Design Builder may have about the materials quality of the project.

It is recommended that the Design Builder designate to the Materials Quality Assurance Team their personnel in charge of QC and QA, superintendents, and others who have quality concerns. It is recommended that the DOT designate to the Materials Quality Assurance Team our project manager, project engineer, field engineers, and others who have quality concerns.

### **Discussion**

This concept has been used on other projects and has worked very well to provide a good line of communication, resolve issues in a very timely manner, and look ahead for other quality issues that might be coming up.